



**City of Spokane
Citizen Advisory Committee to the
Urban Forestry Tree Committee**

3 p.m. Tuesday, March 1, 2022

WebEx Virtual Meeting

Katie Kosanke - Urban Forester

Committee Members:

- Matt Ugaleda (Absent)
- Tim Kohlhauff (Absent – Excused)
- X Beth LaBar
- X Guy Gifford
- X Toni Sharkey
- X Kris Neely (Joined: 3:17 p.m.)
- Catherine Olsen (Absent)
- X Cindy Deffe
- X Joe Zubaly
- X Caleb McIlraith

Parks Staff:

Katie Kosanke
Karin Cook
Angel Spell

Guests:

Chelsea Updegrove
Kevin Brownlee, Park Board

MINUTES

The meeting was called to order at 3:02 p.m. by committee member Guy Gifford who opened the meeting with introductions.

Consent Agenda:

The minutes from the February 2022 meeting were approved.

Discussion Items:

1. Ceremonies, Appointments, Announcements

- None

Public Comments:

None were reported.

Standing Report Items:

1. Community Assembly

No Report.

2. Staff Report: Katie Kosanke gave a staff report.

Katie and other staff have been helping with development services tasks and general inspection requests while the Urban Forestry specialist is on vacation. Daily phone calls and administrative tasks are increasing as we get into the spring season.

Urban Forestry is working on updating a streets and signs policy with the engineering and street departments to prevent tree and sign conflicts, while not overly restricting planting locations.

Urban Forestry and Development Services are in the beginning stages of working to improve landscape Certificates of Occupancy for commercial and residential locations. There is some potential to alleviate workload and reduce urgent inspection requests. Certificates of Occupancies which are issued over the winter season generally require contractors to post bonds for their street tree requirements, due to not being possible to plant at this time of year. Development Services issues the bonds, UF signs off on the CO, then when the contractors fulfill the planting requirements in the spring, the bonds will be released. There are not many inspections for CO's during the winter season, due to not being able to plant, but inspections will start to increase as we move into spring.

Steve Nittolo has been assisting UF working on tree permit items, conducting post inspections, and updating the permit and tree inventory programs. He has also been assisting golf with tree care tasks on the golf courses, including removal of dead trees and clearance pruning over the cart paths and other areas where needed.

The tree order for UF will be finalized soon and the trees should be delivered in April for plantings which will take place this spring and fall.

Requests for estimates will be going out soon for some major spring planting projects, and UF is also working on some scope of work documents for larger pruning projects which will go out late spring to mid-summer.

Katie is working on a special project to establish possible planting spaces around the city, and in conjunction with that, working to identify community organizations, such as churches, community buildings, or non-profit organizations where there might be potential to plant and where citizens may be interested in planting and caring for trees.

The UF crew is continuing to work on winter removals and routine pruning in the park system. A full prune is almost complete at Ben Burr Park. Work is also being done at Riverfront Park, which includes clearance pruning, removal of a few dead trees, and removal of a row of cottonwood trees along the river coordinated by Avista. The cottonwood trees need to be removed due to severe damage to the trees from beavers. Replacement trees will be planted with better protection around them, and a few of the existing cottonwood trees will be reduced and kept as wildlife snags for wildlife habitats on the river's edge.

Old Business:

- Watering trees educational messaging
 - Tim Kohlhauff was not able to attend the meeting and asked Cindy Deffe to convey that he has not called a meeting of the watering education committee yet, but he will do so in the near future.

New Business:

- Field Trip Opportunities
 - Possible locations suggested for a spring field trip included the Finch Arboretum, a hike at Camp Sekani to inspect burn areas from a fire and review growth of seedlings planted last fall by the Evergreen Bike Alliance, Hangman Park where some fuels reduction work has been done using goats, and Ben Burr Park where a full prune will soon be completed.
 - Guy Gifford said the committee's goal is to have 3 to 4 field trips per year. The purpose of the field trips is for the committee members to learn more and see things that have been talked about in the meetings, and to educate the group on what is going on out in the community. Field trips that have taken place in the past were to Riverfront Park when the Master Plan was being worked on and looking at all the changes, a field trip led by Joe Zubaly to show some techniques used in air pruning, looking at downtown street trees and the challenges in caring for those trees, and other miscellaneous field trips.
 - The committee decided the Spring field trip will be to Camp Sekani on April 12.
- [Spring Tree Planting Events Summary / Volunteer Opportunities](#) – Katie presented an overview of planting events and volunteer opportunities that will be taking place this spring. Planting Events / Volunteer Opportunities include:
 - 1) [On-Track / Pacific Education Institute Planting](#) in the Bemiss Neighborhood in NE Spokane scheduled for March 30 (12 trees) and April 13 (12 trees).
 - 2) [Earth Day Planting at Comstock Park](#) scheduled for April 22 (Restoration planting of 30+ trees).
 - 3) [Earth Day / Arbor Day Symposium](#) scheduled for April 23 at On-Track Academy with PEI, plus Hillyard Library, Shaw Middle School and Regal.
 - 4) [Arbor Day Celebration at Finch Arboretum](#) scheduled for April 30 from 11 a.m. to 2 p.m.
 - 5) [SpoCanopy Street Tree Plantings](#) scheduled for May 5 and 6 in partnership with The Lands Council.
 - 6) [Other Misc. Plantings](#) – AM Cannon Park replacement trees, new and replacement trees in the parks system, donation trees, a possible planting project with Juvenile Detention Program, and a larger Susie Forest planting TBD in the fall.

- Other program ideas – None

Adjournment: Meeting adjourned at 3:32 p.m.

The April 5 meeting has been moved to April 12 and will be a field trip to Camp Sekani. The next regularly scheduled meeting is 3 p.m. May 3, 2022, via WebEx.

Spokane Park Board

Briefing Paper



Committee	Urban Forestry Tree Committee		
Committee meeting date	March 1, 2022		
Requester	Katie Kosanke, Urban Forester		
Requester phone number	509-363-5495		
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input checked="" type="radio"/> Information <input type="radio"/> Action		
Type of contract	<input type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (Agreement OPR #, if action is a renewal, extension, amendment or change order)	N/A		
Item title: (Use exact language noted on the agenda)	Spring Tree Planting Events Summary / volunteer opportunities		
Begin/end dates	Begins: March 30, 2022 Ends: May 30, 2022		<input type="checkbox"/> Open ended
Impact if not approved at this time	n/a		
Background/history: Information only item outlining numerous planting events planned for spring. Items include SpoCanopy street trees, Comstock restoration planting, street tree planting with PEI and AM Cannon Replacement trees.			
Recommendation/motion wording: n/a			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department or agency:			
Fiscal impact Expenditure: Budget code: n/a Revenue: Budget code: n/a			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor			
Supporting documents:			
<input type="checkbox"/> Quotes/Solicitation (RFP, RFQ, RFB)		<input type="checkbox"/> W-9 (for new contractors/consultants/vendors)	
<input type="checkbox"/> Contractor is on the City's A&E Roster City of Spokane Spokane		<input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)	
<input type="checkbox"/> Business registration expiration date: _____		<input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)	



Urban Forestry



Spring Planting Opportunities

March 1, 2022



On-Track / Pacific Education Institute

Scheduled for **March 30th** (12 trees) and **April 13th** (12 trees)

Additional back-up planting day if needed, May 4th

- 24 street trees to be planted in Bemiss Neighborhood in NE Spokane
- PEI funded the trees / WA DNR Grant / TLC assisting with outreach
- Students, teachers, TLC and UF Staff planting



Earth Day Planting at Comstock

Restoration Planting

2nd round of re-planting efforts, volunteer plantings

Friday, April 22nd

- The Lands Council
- Neighborhood Councils
- Other Community Groups
- Parks Staff
- Open volunteer sign up w/ TLC
- 30+ trees



Earth Day / Arbor Day Symposium



Saturday, April 23rd

- At On-Track Academy, with PEI, plus: Hillyard Library, Shaw Middle School, Regal
- Additional Tree Campus USA Accreditation, likely
- 1,000 community tree seedling giveaway!
- Tree information, possible climbing demo, Urban Forestry/arborist as a career choice



Arbor Day at Finch

It'sss back!

Saturday, April 30th

11am-2pm

- Tree City USA Award Ceremony
- Environmental / educational booths
- Possible food vendors / music
- More details coming soon!



SpoCanopy Street Tree Plantings

May 5th and 6th (Thurs/Fri)

- Partnership with The Lands Council
- 50 street trees by volunteers (25/day)
- Additional 50 planted by Tree Service
- Mostly NE Spokane Locations
- SpokaneScape add-on's
- Open volunteer sign-ups with TLC



Other Misc Plantings

AM Cannon Replacement Trees

April/May TBD

- About 8 trees to be planted along the north side of the park
- Possible UFCAC / UFTC / Park Board planting
- Send out Doodle-poll for best availability of members
- New and replacement trees in parks system
- Donation trees
- Possible planting project with Juvenile Detention Program
- Susie Forest (larger planting TBD in the fall)





Happy Planting! 😊